



ANNUAL HAZARDOUS WASTE REPORT REPORTING NOTICE (Reporting Year 2014)

All RCRA Large Quantity Generators (Class I) (>1000 Kg /Mo) and permitted Treater, Storer, or Disposer (TSD) facilities must complete the 2014 Annual Hazardous Waste Report according to LAC 33:V. The topics listed below provide important information to aid in the completion of the report.

INSTRUCTION BOOKLET AND SOFTWARE – The 2014 Annual Hazardous Waste Report Instructions and Forms Booklet and the electronic reporting software link may be found on the Louisiana Department of Environmental Quality (LDEQ) website at <http://www.deq.louisiana.gov/portal/tabid/217/Default.aspx>.

WORKSHOPS – Workshops provide an excellent opportunity for representatives from LDEQ to address any questions or concerns regarding completion of the Annual Hazardous Waste Report. The reporting forms and the use of the electronic reporting software will be discussed. Please refer to the workshop schedule for a list of dates and times that the workshops will be held.

REPORTING CHANGES – Changes to the 2013 Annual Hazardous Waste Reporting Forms and Instructions Booklet are applicable for 2014 and may be found on page 6 of the Instruction Booklet. Those changes include the following: 1) Consolidation of some Management Method Codes 2) Revised Waste Minimization Codes 3) Revised Language for some Source Code Descriptions and 4) Revised North American Industry Classification System (NAICS) Codes.

“NEW” ELECTRONIC REPORTING SOFTWARE – The American Resource Management (ARM) web based ***Easitrak Software*** is available to reporters for use in completing and submitting their 2014 Annual Hazardous Waste Report. Use the following link <http://arminc.net/ARM Home/ARM Software.asp> to access the ***Easitrak Software***. The software link may also be found at <http://www.deq.louisiana.gov/portal/tabid/217/Default.aspx> on the LDEQ website. ARM provides support for the ***Easitrak Software*** and hazardous waste reports through e-mail request to info@arminc.net.

ELECTRONIC REPORT SUBMISSION – Submit your Annual Hazardous Waste Report electronically using the web-based ***Easitrak Software***. Electronic file submission on a CD or disk is no longer required. Reporters should print, sign, and mail the original signed RCRA Subtitle C Site Identification Form and the ARM Declaration of Electronic Filing Form to the Louisiana Department of Environmental Quality (see next page for addresses).

REPORT SUBMISSION DEADLINE – The 2014 Hazardous Waste Report is due to the Louisiana Department of Environmental Quality by **March 1, 2015**.

ASSISTANCE – For help with questions regarding the Annual Hazardous Waste Report please contact: Sheryl Grimmer at (225) 219-1665 or by e-mail at sheryl.grimmer@la.gov.

ADDRESS – Return your signed RCRA Subtitle C Site Identification Form and ARM Declaration of Electronic Filing Form to one of the addresses below. Electronic file submission on a CD or disk is no longer required.

Mailing Address:

Louisiana Department of Environmental Quality
Office of Environmental Services
Public Participation & Permit Support Services Division
Notifications and Accreditations Section
PO Box 4313
Baton Rouge, LA 70821-4313

Physical Address:

Louisiana Department of Environmental Quality
Office of Environmental Services
Public Participation & Permit Support Services Division
Notifications and Accreditations Section
602 N. Fifth Street
Baton Rouge, LA 70802



Annual Hazardous Waste Report Workshop Schedule (Reporting Year 2014)

Date/Time

Location

Tuesday, January 6, 2015
10:00 a.m. – 11:30 a.m.

Louisiana Technical College
Alexandria Campus
4311 S. MacArthur Drive
Alexandria, LA 71302
Room 205
(318) 487-5443

Thursday, January 8, 2015
10:30 a.m. – 12:00 p.m.

Louisiana Technical College
Shreveport/Bossier Campus
2010 N. Market Street
Shreveport, LA 71107
Auditorium
(318) 676-7811

Tuesday, January 13, 2015
9:30 a.m. – 11:00 a.m.

LA Department of Environmental Quality*
Galvez Building
602 N Fifth Street
Baton Rouge, LA 70810
Pensacola Room C110
(225) 219-1665

Wednesday, January 14, 2015
10:00 a.m. – 11:30 a.m.

Louisiana Technical College
Sowela Campus
3820 Sen. J. Bennett Johnston Avenue
Lake Charles, LA 70615
Arts & Humanities Building, Room 113
(337) 421-6565

*Parking tickets from the Galvez Parking Garage will be validated at the workshop. The Galvez Parking Garage is located directly across the street from the Louisiana Department of Environmental Quality building. Note: There is no fee charged for attending the workshops.